

REPOSSESSED:

1. A copy of CT Department of Motor Vehicles cancellation of plate receipt. **REQUIRED**
AND Any one of the next
2. Letter from the finance company stating the date vehicle was taken and that it was not redeemed by you and the year, make, model & vehicle identification # of the vehicle.
3. Copy of bill of sale or auction papers that show the date of sale, year, make, model & vehicle identification# of the vehicle with date of sale.

DONATED:

1. A copy of CT Department of Motor Vehicles cancellation of plate receipt. **REQUIRED**
AND
2. Letter from charitable organization on the organization's letter head, stating that the vehicle was donated, the date of the donation and the year, make, model & vehicle identification.

APPEAL PROCESS

Questions about the Motor Vehicle appeal process should be directed to the Assessor's Office at (860) 258-2722 .

**CLAIMED EXEMPT DUE TO
MILITARY SERVICE:**

Out of state resident based in CT must file Soldiers & Sailors Civil Relief Act form *annually* with the Assessment Office.

Residents of CT on active duty or in the Reserves or National Guard are eligible for 1 vehicle to be exempt from property tax. Service members are required to file a form *annually* with the Assessor's office. This form is available on-line at <http://www.ci.rocky-hill.ct.us/Forms/AssessorsForms/ActMilExemppdf.pdf>

**CLAIMED EXEMPT DUE TO SPECIALY
ADAPTED VEHICLE:**

Any vehicle that has been specially equipped or modified in a significant way for the purpose of transporting medically incapacitated individuals, including but not limited to the inclusion of special hand controls, lift ramps, special seating, etc.

**DEADLINE FOR PRESENTATION OF PROOF
FOR ADJUSTMENT**

CT Department of Motor Vehicles does not inform towns when plates are returned nor when vehicles are sold, registered out of state or otherwise disposed of.

It is the taxpayer's responsibility to provide the required documentation within the time limits as provided under applicable CT law.

Assessment Date	Deadline for Presentation of Proof
October 1, 2009	December 31, 2011
October 1, 2008	December 31, 2010
October 1, 2007	December 31, 2009

The proof for adjustments (prorates) of motor vehicle list must be presented within 27 months of the assessment date.

Example: the owner of a vehicle with a bill with an assessment date of October 1, 2008 has until December 31, 2010 to present all proofs of disposal.

Taxpayer failure to provide all forms of proof for adjustment within 27 months of the assessment date forfeits the right to an adjustment of the bill by CT law (12-71c)

**WHAT IF MY VEHICLE
WAS....****SOLD ?****TOTALED?****REGISTERED OUT OF STATE?****STOLEN?****TAXED IN THE WRONG TOWN?****REPOSSESSED?****DONATED?****ASSESSOR'S
OFFICE****761 Old Main Street****Rocky Hill, CT 06067****PHONE (860) 258-2722****Fax (860) 258-2708****Office Hours: M-F 8:30 a.m. — 4:30 p.m.**

WHAT IF I:

TRANSFERRED PLATES:

If you transferred your plates to a new vehicle, you are not entitled to an adjustment. In essence, the adjustment follows the plate. The original bill for the old vehicle should be paid. A supplemental list will generate a bill for the new vehicle with a credit for the period that the old vehicle was no longer owned.

Supplemental bills will be mailed in December.

REGISTERED MY CAR AFTER OCTOBER 1ST?

Vehicles registered after October 1st will be on the supplemental motor vehicle list, as described below. Supplemental bills will be mailed in December and are due by February 1st.

SUPPLEMENTAL MOTOR VEHICLE TAX BILLS

Supplemental motor vehicle bills cover motor vehicles registered after October 1st and before August 1st. Motor vehicle taxes are prorated from the month registered through September at the following percentages of assessed value:

Month Acquired	New license plate code	Transfer License Plate Code	% of Assessment
October	A	N	100%
November	B	O	91.7%
December	C	P	83.3%
January	D	Q	75.0%
February	E	R	66.7%
March	F	S	58.3%
April	G	T	50.0%
May	H	U	41.7%
June	I	V	33.3%
July	J	W	25.0%

ADJUSTMENTS TO MOTOR VEHICLE BILLS

From the category which best describes your situation entitled "What If My Vehicle Was?" Forward the appropriate 2 forms of proof to:

Assessor's Office
761 Old Main Street
Rocky Hill, CT 06067

Phone: (860) 258-2722 Fax: (860) 258-2708

Please note: a Connecticut Department of Motor Vehicles cancellation of license plate does not show that you have disposed of the vehicle. Therefore a 2nd form of proof is required to support an adjustment.

Copies of Ct Department of Motor Vehicles cancellation of plate receipt may be requested from CT Department of Motor Vehicles (Copy Records Division) at (860) 263-5153 or at www.dmvct.org.

What If My Vehicle Was ...?

SOLD:

1. A copy of Ct Department of Motor Vehicles cancellation of plate receipt. **REQUIRED AND Any one of the next**
2. A copy of the bill of sale with the make, year, model, & Vehicle Identification # of the vehicle as well as buyer's signature. **A handwritten bill of sale is accepted if signed by both the seller & buyer.**
3. A copy of the new owner's registration or the new owner's title with the issue date, make, year, model & Vehicle Identification # of the vehicle.
4. A copy of the title showing the transfer.
5. A letter from your insurance agent or company stating the date the insurance was cancelled, the reason for the cancellation and the year, make, model & Vehicle Identification# of the vehicle.
6. From CT DMV registration form, bill of sale section at the bottom of form.
7. Reverse side of registration renewal form – transfer of ownership form.

STOLEN:

2. A copy of CT Department of Motor Vehicles cancellation of plate receipt. **REQUIRED**
AND
2. A statement from your insurance company stating that the vehicle was stolen and not recovered, date of theft, and the year, make, model & vehicle identification # of the vehicle.

TOTALED/JUNKED:

1. A copy of Ct Department of Motor Vehicles cancellation of plate receipt. **REQUIRED**
AND Any one of the next
2. A letter from your insurance agent or company stating that the vehicle was totaled, the date of loss and the year, make, model & vehicle identification # of the vehicle.
3. Dated receipt from the junk dealer to whom the vehicle was sold and the year, make, model & vehicle identification # of the vehicle.

REGISTERED OUT OF STATE:

1. A copy of the original out of state registration OR title showing the issue date, year, make, model & vehicle identification # of the vehicle. **REQUIRED**
AND
2. A copy of CT Department of Motor Vehicles cancellation of plate receipt.

TAXED IN WRONG TOWN:

If you lived in a different Connecticut town on October 1st, please provide:

1. Proof of residency prior to October 1st in form of: Field card, Voter identification card **OR** lease
OR
2. Written correction from the Department of Motor Vehicles.